

RUSK COUNTY FINANCE COMMITTEE MINUTES

November 16, 2023

Finance Committee Present: Tatur, Hauser, P. Unterschuetz, Rath sack and Meyer.

Staff Present: A. Heath, C. Meyer, J. Macholl and J. Wilk.

Others Present: K. Roger and E. Webster.

CALL TO ORDER

Meeting called to order by Chair Tatur at 3:02 p.m.

PUBLIC COMMENT - None

APPROVAL OF MINUTES

Motion by Hauser, seconded by Meyer to approve the October 12, 2023 minutes. Motion carried.

DISCUSSION AND POSSIBLE MOTION

Forestry

Jerrad Macholl, Forest Administrator is requesting to Utilize Funds for Park & Trail Development Fund for the overage of \$2,662.53 for the ATV Trails Approach Paving.

Motion by P. Unterschuetz, seconded by Hauser to approve the overage of \$2,662.53 from the Funds for Park & Trail Development Funds. Motion carried.

Out of County Travel

Forestry – BMP Monitoring – Dane & Jake 11/7/2023(Clark County) is requesting out of County Travel.

Motion by P. Unterschuetz, seconded by Meyer to approve the out of County Travel for Dane and Jake from forestry. Motion carried.

Amend Creation of Public Trails Ad Hoc Committee Resolution

P. Unterschuetz is requesting to add to the Resolution to pay mileage to the Public Trails Ad Hoc Committee members inspecting trails. Discussion held.

Motion by Rath sack, seconded by Hauser to take the Resolution to add pay mileage request back to the Forestry Committee. Motion carried.

Approve Public Records Request Policy

Committee would like a policy and form back at the December meeting to review.

Comprehensive Plan

Chair Tatur spoke about updating the Comprehensive Plan and how extensive the plan should be.

Discussion held.

CEP Worker for Finance Department

Jaimie spoke about the potential CEP worker for the Finance Department.

Updated to Financial Procedures Manual

Jaimie did a presentation on the updated Finance Procedure Manual and is seeking approval changes as presented. The manual will be brought back to the Committee next month for final approval.

LATCF Requests to Forward to County Board (Resolution) - No Discussion.

Additional ARPA Requests to Forward to County Board (Resolution)

The Resolution to purchase Fairgrounds Restrooms will postpone until next month for approval for further clarification on the purchase.

Approve Invoices –

Motion by Hauser, seconded by Rath sack to approve the November invoices as presented. Motion carried.

Treasurer's report – No report

Administrative Coordinator report – Ashely Heath, Administrative Coordinator reported on the Ad Hoc Construction Committee for the Jail gave the Architects a budget of 25 million, Hospital Water Bill overage - \$11,841.10, RCTC will allow the County to use one bay for the backup ambulance.

Clerk's report – Clerk Meyer gave a report on the Clerk's Office and Election training.

Finance Director's report – Jaimie Wilk gave a report on the Finance Department.

Next meeting will be at December 14, 2023 in the County Board room at 3:00 p.m. in the LEC.

ADJOURN - Chair Tatur adjourned at 5:57 p.m.